

ANNEX "C"

TERM OF REFERENCE NO. 3

25 November 1957

I. PROBLEM

To develop a practical plan for specialized user expansion of the ISC beyond the basic structure.

II. FACTS AND DISCUSSION

a. No doubt some units within the IAC find the ISC too general to meet their special needs. The Working Group agrees that the present ISC is probably most useful in the initial stages of disseminating and indexing intelligence documents for a basic library-type collection.

b. The manner of applying the ISC to specialized user operations in the IAC will depend upon the nature of those operations. Obviously, the basic six-digit structure of the ISC cannot serve as the exclusive tool for translating information into machine records for high-speed computation operations, nor will it answer the need for files which perforce must be maintained alphabetically. Users having specific interests, such as order of battle, technical intelligence, biographic indexing, book cataloging, etc., will be obliged either to make adaptations of the ISC, to request expansions of selected portions of the ISC, or to develop separate codes to suit their particular interests. Nevertheless, the Working Group feels that these users should be encouraged to investigate the potential of the ISC, or an adaptation of it, before undertaking something independent.

c. Physical expansion of the ISC to serve the needs of specialized users can be effected as follows:

1. By augmenting specific portions of the basic ISC.
2. By supplementing the six-digit ISC with a separate coding system, such as the addition of key words in clear text.
3. By extending the six-digit supra numbering system into the 7th, 8th, 9th, etc., columns.

d. Central control over any expansion or modification in the basic ISC structure should be exercised by the Central Intelligence Agency. Coordination on and publication of all requested revisions and expansions should be the responsibility of CIA. All specialized user expansions of the ISC which transcend the basic six-digit structure will not require coordination among the member agencies; however, CIA should be notified of all such code expansions as a matter of information.

### III. CONCLUSIONS

That the requirements of specialized users of the ISC can be satisfied as follows:

- a. By the introduction of mutually acceptable expansions of the ISC within the six-digit structure.
- b. By the adaptation of the present ISC beyond the six-digit structure.
- c. By the generation of independent codes to meet highly specialized needs.

That all requests for expansion of the ISC within the basic six-digit structure should be submitted to CIA for coordination among member agencies of the IAC and for publication of revised editions of the ISC.

That, as a matter of practice, all specialized users should furnish copies of their ISC adaptations or unique codes to CIA.

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